

**Portsmouth Infrastructure Support Services**  
**Request for Proposal**  
**DE-SOL-0006421**

**Attachment J-8.C.3.2 Table 1, Security Services Workload History**

Item	Quantity (Per Year)
<b>S&amp;S Plans &amp; Procedures</b>	
Technical Security Plans	32
Technical Security Policies	<del>13</del> 20
Technical Security Procedures	21
Technical Security Protocols	<del>46</del> 70
Technical Security Forms	<del>38</del> 51
Technical Security Periodic Procedure Reviews	<del>25</del> 12
MOAs/MOUs (PCSO/SCSO)	2
Security Consultant Vulnerability/Risk Analyses & Special Projects Documents Processed	41
<b>Foreign Ownership Control &amp; Influence</b>	
FOCI Initial Submittals	0- <del>3</del>
FOCI Initial Determinations	<del>40</del> -3
FOCI Added Facility Clearances	<del>39</del> 20-40
FOCI Changed Facility Clearances	<del>65</del> 50-70
FOCI Registrations	<del>129</del> 50-150
FOCI 5 year Redetermination Packages	0- <del>3</del>
FOCI Terminations	20- <del>30</del>
FOCI Reconciliation Meeting	0- <del>3</del>
Contractor FSO Changes	1- <del>7</del>
<b>Incidents of Security Concern</b>	
IOSCs Reported	<del>27</del> 10-30
IOSCs Closed	<del>23</del> 10-30
Security Infractions Issued	10- <del>30</del>
Other Investigations	<del>18</del> 20-40
<b>Control of Classified Visits</b>	
Site Visits Involving Transfer/Discussion of Classified	<del>1</del> -3
<b>Other Visitor Control</b>	
Visit Requests Process	<del>1500</del> 1,500- 3,000
Special Visits/Site Tours	<del>34</del> 30-35
Walk-in Visitors	<del>3000</del> 3,000- 5,000
Walk-in Enrollments	500- <del>600</del>
Walk-in Portal Enrollments	<del>1200</del> 1,000- 1,500
Forgotten Badges	200- <del>300</del>
Vehicle Passes Processed	100- <del>200</del>
Badges Made	<del>830</del> 500-1,200
Enrollment into the LAs	<del>38</del> 30-50
<del>GET, Clearance, Termination</del> Velocity System Updates	<del>2000</del> 6,000-

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	<u>9,000</u>
<b>Key &amp; Lock Control</b>	
Best Keys Issued	<u>382300-400</u>
Best Cores Installed	<u>524500-625</u>
Key Transfer Requests	<u>473150-250</u>
Key Returns	<u>205200-400</u>
Padlocks Issued	<u>333200-300</u>
Administrative Desk/Cabinet Keys Issued	309
LOTO Locks Issued	<u>4596800-1,600</u>
Combination Locks Issued	<u>351300-400</u>
Medeco Locks	12
Open Locked Cabinets/Desks Requests	<u>570250-550</u>
Open Locked Vehicle Requests	<u>4030-70</u>
GSA Containers Declassified	<u>201-5</u>
Shipment Support	<u>221200-500</u>
LOTO Lock & Key Training (hours)	81
X09 Locks Recovered for Reuse	<u>61-5</u>
X09 Combination Changes	<u>3025-50</u>
<b>Foreign National Visits &amp; Assignments</b>	
Foreign National Visits Conducted	<u>201-3</u>
Foreign National Visit Requests Submitted to DOE	<u>201-5</u>
<b>Export Control Program</b>	
ECI Reviews/ <u>High Risk Property</u> Walk Downs Conducted	<u>6560-80</u>
Photographs of Materials Disposition Evaluations	<u>8,000-10,000</u>
Documents and Drawings Reviewed	<u>37,78450,000-110,000</u>
<b>Security Training and/or Briefings</b>	
Initial Security Briefing	<u>829400-800</u>
Comprehensive Security Briefing	<u>355250-350</u>
<del>2013</del> PPPO Annual Security Refresher	<u>45002,000-2,300</u>
Classified Matter Awareness – <u>incorporated into comprehensive security briefing</u>	<u>484</u> <u>Previously</u> <u>400-500</u>
Classified Matter	<u>507500-650</u>
Unclassified Controlled Information	<u>45002,000-2,500</u>
Training for Administrators & Users of Classified Information Systems	<u>450015</u>
Active Shooter	<u>4500200-300</u>
Escort Responsibilities	<u>4500250-300</u>
<del>Transportation Security Awareness</del>	<u>24</u>

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Transportation Security	<del>1154</del> 150-250
<del>Shipments</del>	<del>30</del>
Security Awareness Program	<del>1500</del> 100-200
Unclassified Foreign National Visits & Assignments	<del>200</del> 200
Counterintelligence (Travel Related)	<del>10</del> 20
Self-Assessments	22
<b>Personnel Security</b>	
Uncleared Files Maintained	<del>126</del> 1,031
Clearances Maintained	<del>625</del> 2,166
SF-85 Initiated	<del>221</del> 50-200
SF-85 Submitted	<del>221</del> 50-200
SF-86 Initiated	<del>117</del> 100-200
Clearances Submitted to DOE for Processing, <u>includes Initials, Transfers, Extensions, Upgrades, and Reinstatements</u>	<del>300</del> 500
Clearances Granted	<del>500</del> 200-300
Reinvestigations Initiated/Processed	<del>100</del> 200
Clearance Retention Requests	<del>141</del> 10
Return to Work after Retention	<del>201</del> 10
Terminated after 60 day Retention Expired	<del>201</del> 10
Terminated	<del>6050</del> 400
Downgraded	<del>20</del> 60
<del>Extensions</del>	<del>80</del>
<del>Upgrades</del>	<del>50</del>
<del>Reinstatements</del>	<del>200</del>
<b>HSPD-12</b>	
HSPD-12 Enrollment	<del>606</del> 300-500
HSPD-12 Credentials Activated or Updated	<del>800</del> 700-900
HSPD-12 Credential Pin Reset	<del>250</del> 200-300
HSPD-12 Credentials Checked In	800- <del>1,000</del>
HSPD-12 Sponsorships ( <u>Initial</u> )	<del>42</del> 10-50
HSPD-12 Sponsorships (Future)	<del>246</del> 100-250
HSPD-12 Reprints	80- <del>100</del>
HSPD-12 Reissued	<del>80</del> 50-150
HSPD-12 Suspensions	<del>19</del> 10-20
HSPD-12 Records Made Active	<del>218</del> 100-250
HSPD-12 Email Notices Resent	<del>49</del> 10-50
HSPD-12 Destroyed	<del>502</del> 400-600
HSPD-12 ReKey	<del>92</del> 0-100
HSPD-12 Renewal	<del>450</del> 400-500
HSPD-12 Termination	<del>200</del> 100-400
LSSO Badges	500- <del>1200</del>
<b>Classification/Declassification Program</b>	
<b>Public Release Reviews Completed</b>	

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Photographs(photos)	<del>33380</del> 25,000- 35,000
Administrative Releases (pages)	<del>20701</del> 20,000- 45,000
Formal Reports (pages)	<del>23079</del> 10,000- 25,000
Engineering Drawings (drawings)	<del>14771</del> 1,200- 1,600
<b>FOIA/NIOSH/Sub-Title E Report Reviews</b>	
Medical Files- FOIA (pages)	<del>9,528</del> 1,500- 500
Medical Files-NIOSH (pages)	<del>7,327</del> 2,000- 500
Medical Files-Sub Title E (pages)	<del>31,215</del> 22,000- 32,000
Medical Files – Privacy Act (pages)	<del>16550</del> 1,000
Medical Files – Contract Transition (pages)	<del>0</del> 6,500
Medical Files-Litigation (pages)	<del>400</del> 1,000
Personnel Files- FOIA (pages)	<del>3,846</del> 0-4,000
Personnel Files- Privacy Act (pages)	<del>0</del> 5,562000
Personnel Files- SUB-TITLE E (pages)	<del>26,485</del> 9,000- 27,000
Personnel Files-NIOSH (pages)	<del>710</del> 2,500
Personnel Files-Human Resources (pages)	<del>0</del> 2,500
Historical Photographs (photos)	<del>0</del> 1,000
EEOICPA/FOIA Requests Processed	<del>618</del> 400-800
Privacy Act Claims Processed	<del>17</del> 10-25
<b>Operations Security (OPSEC)</b>	
OPSEC Working Group Meetings	<del>124</del> 8
OPSEC Surveillances/Walk Downs Conducted	<del>2006</del> 12
OPSEC Bulletins Issued	<del>6</del> 12
OPSEC Plan/Procedure Revisions	1
Trained <del>EO</del> Classification Officer on OPSEC Reviews for the Web	1
<b>Performance Assurance</b>	
Exercises	<del>503</del> 5
PAPP Committee Meetings	12
Limited Scope Performance Tests (LSPTs)	<del>303</del> 6
SECON Drill Tabletop	<del>1</del> 4